



Acquisition & Assistance Policy Directive (AAPD)

From the Office of the Director, Procurement

Issued: July 31, 2003

AAPD 03-08

Extension of the DBA rate for Direct and Host Country Contracts

Subject Category: DBA Rates
Type: General Information

AAPDs provide information of significance to all agency personnel and partners involved in the Acquisition and Assistance process. Information includes (but is not limited to): advance notification of changes in acquisition or assistance regulations; reminders; procedures; and general information. Also, AAPDs may be used to implement new requirements on short-notice, pending formal amendment of acquisition or assistance regulations.

AAPDs are **EFFECTIVE AS OF THE ISSUED DATE** unless otherwise noted in the guidance below; the directives remain in effect until this office issues a notice of cancellation.

This AAPD: Is New Replaces/ Amends
CIB/AAPD No: 02-14

Precedes change to: AIDAR Part(s) Appendix
 USAID Automated Directives System (ADS) Chapter
 Code of Federal Regulations
 Other
 No change to regulations

Applicable to: Existing awards; Modification required:
 Effective immediately
 No later than
 As noted in guidance below
 RFPs/RFAs issued on or after the effective date of this AAPD; all other
Pending Awards, i.e., 8(a), sole source...
 Other or N/A

New Provision/Clause Provided Herein: Yes; Scheduled update to Prodoc: (insert date)
 No

(electronic signature)
Timothy T. Beans

1. **PURPOSE:**

The purpose of this directive is to:

- provide notice of extension of the contract performance period from 7/01/2003 to 9/30/2003, and;
- provide notice of the applicable rate for the extension period.

2. **BACKGROUND:**

Fidelity and Casualty of New York, a member company of CAN, with Rutherford International as the administrative broker, provides Defense Base Act (DBA) coverage to USAID direct and host country contractors under contract HNE-Q-98-00163-00. Contract HNE-Q-98-00163-00 was awarded June 30, 1998 for a two-year base period with three one-year options. The current contract was modified on June 23, 2003 to extend the period of performance from July 1, 2003 to September 30, 2003. The rate for the extended period of performance is \$1.44 per \$100 of employee remuneration.

3. **GUIDANCE:**

Applications for coverage should be made directly to:

Rutherford International, Inc.
5500 Cherokee Avenue, Suite 300
Alexandria, VA 22312

Points of Contact: Sara Payne or Diane Proctor
(703) 354-1616

Hours of Operation are: 8 a.m. to 5 p.m. (Eastern Standard Time)
Telefax: (703) 354-0370 Website: www.rutherford.com

All other guidance in AAPD 02-14 remains unchanged.

4. **POINT OF CONTACT:** Further questions should be directed to Gwen Little, M/OP/E, e-mail: glittle@usaid.gov, Telephone No. (202) 712-5473.